



To: Chief Elected Officials
WIB Chairs
WIB Directors

Joseph E. Kernan, Governor
Alan D. Degner, Commissioner

From: Alan D. Degner
Commissioner

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Date: May 21, 2004

Subject: DWD Policy 2003 – 37
Separation Policy for Workforce Investment Boards

An Equal Opportunity Employer

Re: Workforce Investment Act (WIA)

Purpose: To reaffirm the Department of Workforce Development's (DWD) position on independent staff to the Workforce Investment Board (WIB) as indicated in the policy issued April 25, 2000.

DWD is also reaffirming the policy that the CEO, as grant recipient, retains the ability under separation, to select the fiscal agent in accordance with the intent of federal legislation.

Rescission: None, reinstates portions of DWD Communication #99-43, previously rescinded

Content: One of the three primary goals of Indiana's workforce investment system is development of regional economies. Indiana needs strong, independently staffed boards that are responsible for, and recognized by the state as the appropriate body for development of a regional workforce strategic plan. These regional plans will be the measure of our progress into the 21st century, global economy.

The intent of the federal legislation is that boards will not deliver services. Relieving the boards of program administration enables them to focus on strategic planning and collaboration and to provide objective policy and budget direction, contracting, and monitoring and oversight for the local system, which includes the WIA service providers.

DWD is reaffirming the policy that WIB staff shall be independent and separate from service delivery staff of WIA services. This separation includes a requirement that the entity that employs staff who provide staff services to the board may not also employ staff of one-stop services.

DWD is also reaffirming the policy that the CEO, as grant recipient, retains the ability under separation, to select the fiscal agent in accordance with the intent of federal legislation.

DWD Policy
May 21, 2004
Page two

The local WIB is an integral part of the development of strong regional economies in Indiana and a strong, independent staffed board will aid in accomplishing in this task.

Certification of the local WIB will require a complete separation between the WIB staff and service provider staff.

Content: **Restates the policy effective July 1, 2001 that a Workforce Investment Board may not deliver any one-stop services.
 **The entity or organization that employs staff who provide staff services to the board may not also employ staff who provide one stop services.
 **The Chief Elected Official, as grant recipient, selects the fiscal agent for all WIA funds.

References: Workforce Investment Act: Section 117 (f)(2); 117(d)(2)(D)

Effective Date: May 19, 2004

Review Date: Upon reauthorization of the Workforce Investment Act by Congress

Ownership: WIA Administration

Action: Any action necessary to comply with this policy

